

बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	12-09-2026 19:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	12-09-2026 19:30:00
बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)	30 (Days)
मंत्रालय/राज्य का नाम / Ministry/State Name	Gujarat
विभाग का नाम / Department Name	Industries And Mines Department Gujarat
संगठन का नाम / Organisation Name	Commissioner Of Geology And Mining
कार्यालय का नाम / Office Name	Head Office, Gandhinagar
शिकायत निवारण के संपर्क विवरण / Contact details of Grievance redressal	HOD Email id : hod1.cgm.gj@gembuyer.in Buyer Email id: buycon4.cgm.gj@gembuyer.in
वस्तु श्रेणी / Item Category	Financial Audit Services - GST /TDS /TCS RETURN FILLING AND IT RETURN FILLING (Other); CAG Empaneled Audit or CA Firm
अनुबंध अवधि / Contract Period	6 Month(s) 2 Day(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष / Years of Past Experience Required for same/similar service	5 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है / Past Experience of Similar Services required	Yes
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़ / Document required from seller	Experience Criteria, Bidder Turnover, Certificate (Requested in ATC), Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/Bid Details	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	3
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / Estimated Bid Value in INR (Inclusive of all taxes)	10000
Payment Timelines	Payments shall be made to the Seller within 30 days of issue of service delivery acceptance certificate (SDAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	No
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1. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
2. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
3. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -
 1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
 2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
 3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Price Breakup Format for the bidders to upload for providing break-up of overall project cost:[1788353429.pdf](https://www.mca.gov.in/LinkClick.aspx?linkid=1788353429.pdf)

Financial Audit Services - GST /TDS /TCS RETURN FILLING AND IT RETURN FILLING (Other); CAG Empaneled Audit Or CA Firm (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Scope of Work	GST /TDS /TCS RETURN FILLING AND IT RETURN FILLING (Other)
Type of Financial Audit Partner	CAG Empaneled Audit or CA Firm
Type of Financial Audit	GST /TDS /TCS RETURN FILLING AND IT RETURN FILLING
Category of Work under Financial Audit	Audit of financial statements , Bank Transactions , Treasury operations
Type of Industries/Functions	Operational & Administrative
Frequency of Progress Report	Monthly
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	Monthly

विवरण/ Specification	मूल्य/ Values
State	NA
District	NA
एडऑन /Addon(s)	
Post Financial Audit Support	Yes

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Gurpreet Singh Sarsava	385505,Geology and Mining DepartmentCollector Office Building, Bahumali Bhavan, Third Floor, Banaskantha, Palanpur	Project / Lumpsum Based	Number of Months for which Post Audit Support is required : 6

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. Generic

OPTION CLAUSE 25% : The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, the contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration.

For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 25 percent with the consent of the service provider

2. Service & Support

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

3. Service & Support

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

4. Service & Support

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

5. Payment

PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer, is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid. All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM. If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---

કાર્યવાહી નોંધ

સરકારશ્રીના ઉદ્યોગ અને ખાણ વિભાગ ગાંધીનગરના ઠરાવ તા.૦૧/૧૦/૧૮ મુજબ રાજ્યની તમામ સરકારી કચેરીઓ દ્વારા કરવામાં આવતી તમામ સરકારી જરીદીઓ સંપૂર્ણપણે ગવર્નમેન્ટ ઇ-માર્કેટ પ્લેસ (GEM) ના માધ્યમથી જ કરવાની જણાવેલ છે.

અત્રેની જિલ્લા ભૂસ્તરશાસ્ત્રીની કચેરી, બનાસકાંઠા-પાલનપુર ખાતે પી.એમ.કે.કે.કે.વાય યોજનાના હિસાબોનું ઓડિટ કરવા (ડીએમએફ ટ્રસ્ટ નું ઓડીટ રિપોર્ટ) માટે તથા ભુસ્તરશાસ્ત્રીશ્રીની કચેરી ખાતેની TDS, GST AND RETURN FILLING C.A.ફર્મ/સી.એ એજન્સી મારફત ઓડિટરની સેવાઓ પૂરી પાડવા અંગે રસ ધરાવતા ઇસમો/પેઢી/કંપની/એજન્સી પાસેથી GEM પોર્ટલ પર ઓનલાઈન બિડ મંગાવવામાં આવે છે. ફાયન્સીયલ કામગીરી જેવીકે ઇન્કમ ટેક્સ તેમજ જી.એસ.ટી ચલણ રિટર્ન ફાઈલ કરવા બાબતની કામગીરી માટે ચાર્ટડ એકાઉન્ટ ફર્મની પસંદગી ગવર્નમેન્ટ ઇ-માર્કેટ પ્લેસ (GEM) પોર્ટલના માધ્યમથી કરવાની થાય છે.

સરકારશ્રીના ઉદ્યોગ અને ખાણ વિભાગ ગાંધીનગરના ઠરાવ તા.૧૪/૦૩/૨૦૨૪ માં જણાવેલ નાણાંકિય સત્તાઓ મુજબ રૂ.૨૫,૦૦૦/-સુધીની સરકારી જરીદીઓ Government E-Market place (Gem) પોર્ટલ ઉપરથી સીધી જરીદી કરવા તેમજ રૂ.૨૫,૦૦૦/- થી વધુની જરીદી કે સેવા માટે Government E-Market place (Gem) પોર્ટલ દ્વારા ટેન્ડરીંગ દ્વારા સ્પેશીફિકેશન અને અન્ય તમામ બાબતો/શરતો મુજબ એજન્સી નક્કી કરવા માટે અત્રેની કચેરીના દફતરી હુકમ તા.૨૦.૦૬.૨૦૨૫ થી નીચે મુજબની આંતરીક કમિટીની રચના કરવા આવેલ છે.

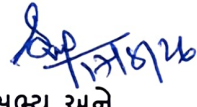
ક્રમ	સમિતિના સભ્યશ્રીની વિગત	સમિતિનો હોદ્દો
૧	ભુસ્તરશાસ્ત્રીશ્રી, ભૂ.વિ. અને ખ.ખાતું, પાલનપુર	અધ્યક્ષ
૨	શ્રી શક્તિદાન ચારણ, રોયલ્ટી ઇન્સપેક્ટર, ભૂ.વિ. અને ખ.ખાતું, પાલનપુર	સભ્ય
૩	શ્રી એલ.એસ.ગજ્જર, હેડ.ક્લાર્ક, ભૂ.વિ. અને ખ.ખાતું, પાલનપુર	સભ્ય સચિવ
૪	શ્રીમતી વર્ષાબેન ચૌધરી, જૂનીયર કલાર્ક, ભૂ.વિ. અને ખ.ખાતું, પાલનપુર	સભ્ય

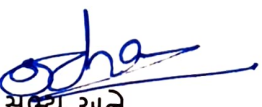
સદરહું ફાયન્સીયલ કામગીરી જેવીકે જિલ્લામાં લીઝ ધારકશ્રીઓ તેમજ બ્લોક ધારકશ્રીઓ દ્વારા ભરપાઈ કરવામાં આવતી રોયલ્ટી પર કપાત થતાં ટી.સી.એસ. તેમજ અત્રેની કચેરીના કર્મચારીશ્રીઓના ઇન્કમ ટેક્સ તેમજ જી.એસ.ટી ચલણ રિટર્ન ફાઈલ કરવા બાબતની કામગીરી માટે ચાર્ટડ એકાઉન્ટ ફર્મની નીચે મુજબના સ્પેશીફિકેશન મુજબ એજન્સીની નિમણુંક ગવર્નમેન્ટ ઇ-માર્કેટ પ્લેસ (GEM) પોર્ટલ ઉપર થી કરવા માટે તેનું સ્પેશીફિકેશન અને અન્ય તમામ બાબતો/શરતો નક્કી કરવા માટે ઉપરોક્ત આંતરીક કમિટી દ્વારા તા.૧૭.૦૮.૨૦૨૬ ના રોજ ૧૫.૦૦ કલાકે ભૂસ્તરશાસ્ત્રીશ્રીની ચેમ્બરમાં કમિટીના સભ્યોની હાજરીમાં નીચે મુજબની જરીદી કરવાનું નક્કી કરવામાં આવેલ છે. જેમા વર્ષ ૨૦૨૬-૨૭ માટે GEM પોર્ટલ મારફતે વાર્ષિક ભાવો મંગાવવા ટેન્ડર કરવાનું નક્કી કરવામાં આવ્યું.

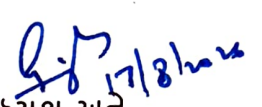
No	Type of service	Qualification
1	Scope of work	Audit report of DMF Trust and GST And TDS Filling, Income tax return filing Geology and Mining branch
2	Type of firm	CAG Empanelled CA Firm
3	Type of financial audit	Statutory Audit and with monthly GST And TDS Filling, Income tax return filing
4	Category of work	Audit of financial statements Bank Transactions Treasury operations Compliance with contracts
5	Type of industries	Industries and Mines
6	Progress report	Monthly
7	Service provider register Address	Gujarat

ગવર્નમેન્ટ ઇ-માર્કેટ પ્લેસ (GEM) પોર્ટલ ઉપરથી ઉપર મુજબના સ્પેશીફિકેશન મુજબ એજન્સીની નિમણુંક કરવા અંગે નિયમોનુસારની કાર્યવાહી કરવાનું આજની બેઠકમાં સર્વાનુમતે નક્કી કરવામાં આવે છે.


સભ્ય સચિવ અને
જૂનીયર કલાર્ક
પાલનપુર (બકાં)


સભ્ય અને
હેડ કલાર્ક
પાલનપુર (બકાં)


સભ્ય અને
રોયલ્ટી ઇન્સપેક્ટર
પાલનપુર (બકાં)


અધ્યક્ષ અને
ભુસ્તરશાસ્ત્રી
પાલનપુર (બકાં)